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JAN 1958

MEMORANDUM FOR: Executive Secretary, CIA Career Council

SUBJECT : Proposed Revision of R [REDACTED] "TRAINING AT NON-CIA FACILITIES UNDER PUBLIC LAW 110" 25X1A

REFERENCE : Your memorandum of 13 December 57, subject as above

JOB NO. [REDACTED] BOX NO. [REDACTED] FLD NO. [REDACTED] DOC. NO. 52 NO CHANGE  
IN CLASS/ DECLASS/ CLASS CHANGED TO: TS S (C) RET. JUST. 22  
NEXT REV DATE 09 REV DATE 2/1/74 REVIEWED [REDACTED] TIDE DOC. 02  
NO. PGS 9 CREATION DATE [REDACTED] ORG COMP OF 11 ORG CLASS [REDACTED]  
REV CLASS C REV COORD: This office concurs in the proposed revision of R [REDACTED] 25X1A  
subject to the following:

a. Para. 1.a. The policy statement appears to have been narrowed. We believe there are adequate safeguards in the application of the policy to prevent abuses and that it would be appropriate to reinsert the word "normally" in the introductory sentence of this paragraph. *Agreed to*

b. Para. 1.a.(1). The meaning of "employees of the Agency" should be made clear. Since the same term is used in PL 110, the view of OGC as to any restriction of meaning therein would be relevant. In this connection, it might be noted that in our implementation of the language development program both here and abroad, questions relating to the status of contract and military personnel have arisen. It seems to us advisable to note that contract employees are employees of CIA within the intent of this regulation although military personnel detailed to the Agency are not. *DDP suggested "Employees" followed by def. NO*

c. Para. 1.a.(2). The requirements of this paragraph seem to be more rigid than at present and not allow for consideration on the basis of equivalent qualifications by reason of training or experience. This might be modified. *with known*

d. The role of the Central Cover Branch on behalf of DDP has been deleted. This is an important aspect which must be included. The following additions should be made:

(1) Add as para. 1.a.(5): "Whose attendance as an overt employee of the Agency will not endanger sensitive liaison, operations or cover with which the individual has previously been associated." *we inserted para 2 e. outlining general responsibility of DDP for cover, they desire more specifics as outlined in their para. irrelevant. Over 90% of our trainees go under cover arrangements.*

(2) A paragraph should be added specifying the responsibilities of the Deputy Director (Plans) with *Excluding the local operations training which has no more need for cover than the individuals normally provide.*

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regard to cover. These responsibilities include not only personal cover, but also administrative aspects concerned with support and reimbursement to be rendered to the training facility which is utilized; and could even concern the selection of a facility to be used for external training.

*No*

(3) Add to para. 2.c. a subparagraph to provide that the review of the request for training will include a consideration of the compatibility of past, present and future cover with the contemplated training assignment and the career plan of the candidate. This would apply to candidates for Quota Schools as well as candidates for other external training.

(4) Provision should be made for prompt notification to DDP (CCB) when final candidate selections have been made in order that cover responsibilities set forth in R [redacted] may be discharged. This might be included under Responsibilities or in a procedures paragraph (see item j., below).

*para re DDP responsibility*

25X1A

*Agreed to para 2d - DTA responsibilities*

e. The redraft at no place states that the sponsoring Agency component must provide for the payment of salary and for administrative services to the employee during the period of his training. An addition somewhat like the following should be made at whatever place in the regulation is considered most appropriate: "The sponsoring Deputy Director or Operating Official will be responsible for salary payments and for the provision of administrative services to the employee during the period of external training." This would probably also require an exception to be added to paragraph 2.a.(4).

*with the 2/4/68 9 salary & 2(4)*

*"No contrary intent" confirmed with them.*

f. Para. 2.c.(1). In keeping with the customary condition that an authority or responsibility may be delegated in the absence of a specific prohibition, we do not interpret this paragraph as requiring personal review of requests by the head of the Career Service concerned. Any (contrary intent) would not be acceptable.

*There is no*

*Agreed to para 2a - operating officials*

g. Para. 2.c.(1). We do not contest the legitimate role of the Career Service in reviewing and endorsing proposed external training because of its relevance ordinarily to career planning. It seems to us a mistake however to ignore completely the role of the operating component, which would frequently be sponsoring the training and on whose T/O the individual would be carried, and to imply that an individual may submit a

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request for external training (non-Quota School) directly to his Career Service and have it approved. As a matter of fact, the draft contains only an implication regarding the endorsement of such requests for final approval by the Director of Training.

*Clarification  
added by  
revision 7/1/50  
para*

h. Para. 2.e. There seems to be a conflict between para. 2.a.(2) and para. 2.e. We assume the former has to do with training at other than Quota Schools. If so, clarification might be appropriate.

*"Normally  
added"*

i. Para. 2.f.(2). An exception clause relating to "full credit" participation, although in the present regulation, does not appear in the redraft. CS personnel needing external training cannot always participate fully and comply with all the requirements necessary to receive academic credit. Para. 2.f.(2) should be revised to read somewhat as follows: "Participate in approved training on a credit basis, unless participation on a non-credit basis, e.g., as an auditor, is authorized by the Director of Training following a request from the sponsoring Operating Official." Note that in the foregoing we have also substituted alternate language for the term "full-credit", the meaning of which was not clear. If other wording would better effect the needed clarification, however, it would be acceptable.

*Some position*

j. Para. 3. The present regulation includes as paragraph 4 the general procedure for submission of requests for external training, as well as procedures having to do with selection and with processing of approved requests. The redraft states merely that these procedures will be published from time to time by the Director of Training in the OTR Bulletin, the OTR Catalog of Courses, and other media. We do not agree with this approach. OTR issuances may be appropriate, in lieu of Agency notices, for announcements that such and such a Quota School course is scheduled to begin on a certain date. They are not the appropriate medium for promulgation of basic procedures of Agency-wide application. It may be that this approach was taken because of a desire to remove the procedures from the regulation. If so, it might be helpful to note the position of this office in this regard. We are quite willing to have lengthy and detailed procedures published in handbook form. This does not mean, however, that a procedure may not be contained in a regulation. If a general procedure is not

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sufficiently long to warrant separate handbook treatment either by itself or in combination with related procedures, we see nothing inconsistent or at variance with our basic aims in including it in the appropriate regulation.

*DDP believes  
we are concerned  
I need for this.*

k. Since the application of this regulation is to personnel at headquarters, this fact should be stated.

2. In view of the changes which we believe to be necessary, it would seem premature to schedule this draft for discussion at the coming Career Council meeting. We recommend that a redraft be prepared and circulated for review prior to any formal consideration by the Council.

[REDACTED]

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Chief of Operations, DDP

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